

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
SPECIAL STUDY SESSION MINUTES
TUESDAY, AUGUST 13, 2013, 2:00 P.M.**

A SPECIAL STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, AUGUST 13, 2013, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. VICE MAYOR DENNIS REPAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 2:02 p.m.

2. **Roll Call.**

2.1. Town Council. Town Council Members Arlene Alen, Jack Hamilton, Mark McBrady (arrived late at 2:18 p.m.), Sonya Williams-Rowe (arrived late at 2:50 p.m.), Nancy Wright; and Vice Mayor Dennis Repan were present. Mayor Terry Nolan was absent.

3. **Study Agenda.** No legal action to be taken.

3.1. Code of Conduct/Ethics progress on modifications made.

Councilmember Alen gave an overview on the grievance process flowchart she developed for Council's use. She spoke on the purpose of the Ethics committee and it being a standing committee; council needs to define what censure means to them; and they might need to set up a fine/fee table for an offense.

There was discussion on whether to move the appeal comes before or after the censure letter. They spoke on the work done to the document at the previous work session and wanting to see that document compiled with those modifications.

Councilmember McBrady arrived to the meeting at 2:18 p.m.

Public comment was taken on this item.

David Nystrom spoke on simplifying the document as it seemed complicated.

There was discussion on simplifying the flowchart for the end user. The Town Clerk was directed to assemble that document with those changes and have it available for the September work session. Town Manager Kimball asked about technical challenges with elements of the flowchart process and asked to have the Attorney review the flowchart prior to the next work session. Council decided that was premature and would wait until they had the entire document to send. Council will work more on this at the September work session.

3.2. Councilmember Hamilton's list of "Road Review" questions for answers.

Councilmember Hamilton spoke on requesting these answers so council could address the \$60k overdraft of HURF funds per year.

Public Works Supervisor, Ed Hanks attended and answered the list of questions and other questions asked of him at that meeting.

Councilmember Williams-Rowe arrived at 2:50 p.m.

There was discussion on the drainage work to be done using the Yavapai County Flood Control funds. There was discussion on pursuing grant funding for road work.

Public comment was taken on this item.

Jerry Brady spoke on federal grants article in the paper; road access and floodplains; requirement in Arizona for municipalities to coordinate for federal grants; a 5 year plan (US Department of Transportation) defined for the town and Council needing to read it into the official record to make it a legal resolution to go after the funding.

Town Manager Kimball reviewed contract projects done last year and requirements for a grant program for additional personnel help.

Public Works Supervisor Hanks spoke on other drainage projects he is recommending; ingress/egress for Blue Hills area; roadbed improvements; and low water crossings in town.

4. Special Session. Legal Action can be taken.

4.1. Multi-Year Road Maintenance Plan. Continuation from May 21's council budget discussion.

Public Works Supervisor, Ed Hanks gave an overview on the latest multi-year road plan which includes some road re-builds.

Councilmember Hamilton asked why Old Black Canyon Highway was not on the plan. It was explained by Town Manager Kimball that the ownership is still unclear so it is not scheduled for any work.

There was discussion on the "Accelerated" plan for 2013-14. Special "fixes" will be done prior to chip sealing to improve drainage and roadbeds. The reason for this is to keep from having major repairs in future years. Councilmember Hamilton asked about increased miles on the plan and how that figures in to the funding budgeted for the work. There was discussion on this and it was explained it is a guide with no hard costs as a contract would have.

Public comment was taken on this item.

David Nystrom urged the council to extend this discussion to another session to allow the Mayor to speak on his campaign platform to grade private roads and explain how it can be done with the barriers of the gift clause and the budget.

Councilmember Wright asked the Town Manager to write an article for the newsletter about the Mayor's "false statements". Town Manager Kimball recommended this article come from another Council member rather than staff.

Council discussed how this plan is a living document which can be approved in concept yet revisited in the future, and council should take action to accept it.

Councilmember Alen made a motion to accept the Multi-year Road Maintenance Plan, seconded by Councilmember McBrady. It was approved by a 6-0 vote, Mayor Nolan being absent.

4.2. Council's Priority list for the Planning and Zoning Commission.

Community Development Coordinator (CDC), Warren Colvin attended and gave an overview on the list provided in the packet.

Councilmember Alen spoke on the Historic District Overlay being her recommendation so they can look into what it will entail and the turnaround time.

Councilmember Wright explained "Transient Merchants" was to resolve a problem with people soliciting on street corners, as the state statute allows towns to restrict this activity. Councilmember Alen explained it should include food trucks too.

There was discussion on the 200' strip annexation and the history with this issue. It was decided that this was not a Planning & Zoning Issue.

CDC Colvin spoke on reviewing subdivision standards and driveways versus streets, including wording that defines when a private driveway would need to be named and meet road width requirements (increasing density or new).

Commissioner Smylie's recommendation to pursue water issues was denied, instead it was suggested he get the Groundwater Resources Advisory Committee (GRAC) started back up. He would need to find enough members to have a quorum to meet again.

CDC Colvin reviewed from the list the following:

- Outside Storage being adequately written and no changes needed. It was recommended the citizens could be educated on this through a newsletter article;
- Weeds - this issue will be considered while reviewing the 2012 International Codes.
- Enforcement of parking on Main Street will be addressed through the Historic District Overlay process.
- Commercial Building – putting something in code mimicking state law stating under a certain amount they wouldn't require a commercial contractor do the work. There is also a new law requiring bonding be provided to the town if valuation of work is over \$50k.
- Home Based Businesses – doesn't know what needs work on this as it is cut and dry. Ms. Kimball spoke on application reviews will be done by both Mr. Colvin and herself. She spoke on an issue with a home-based business brought to the council's attention and how it has been resolved.

There was discussion on the 2012 International Code changes and how that will come to the Council around January 2014 with enforcement by July 2014.

Vice Mayor Repan suggested exceptions for large acreage lots in Dewey-Humboldt should be considered when reviewing these code changes.

Councilmember Hamilton made a motion to approve the list as modified, letting Community Development Coordinator Colvin set the priority of the list (Explore establishing Historic District Overlay, Transient Merchants (regulate), Commercial Buildings (mimic state statute regarding commercial contractor requirements), Street Design and Subdivision Standards, Code Text inconsistencies), seconded by Councilmember Wright. It was approved by a 6-0 vote in favor, Mayor Nolan being absent.

5. **Comments from the Public.** None.
6. **Adjourn.** The meeting was adjourned at 5:49 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk